

Application for Accreditation of a New or Modified Simulator for Approved Uses

Application requirements and instructions for completing the form

- a) The CAA Standard Rate hourly charge applies. Follow the link for information on [fees and charges](#). NOTE: If an organisation is being invoiced, you MUST obtain the details AND signature of the person authorising the payment in Section 2.
- For Initial Accreditation** – complete sections 1, 2, 3, 4, and 6
- For Accreditation of a modification** – complete sections 1, 2, 3, and 5. Complete section 6 if appropriate
- For Renewal or Amendment to Approved Uses** – Complete sections 1, 2, 3, and 6. Complete sections 4 or 5 if appropriate to an application or amendment for Approved Uses.
- b) Please ensure all documents and applicable fees are enclosed. No application will be processed until all required documentation and applicable fees are received.
- c) Further notes and instructions are included in the grey margins of the different sections.
- d) Use additional sheets such as those included at the end of the form to provide further details and explanations that do not fit in the original sections of the form.
- e) **Submit the completed application and supporting documentation to either:**
Email: certification@caa.govt.nz
Post: Certification Unit, Civil Aviation Authority, PO Box 3555, Wellington 6140

1. Organisation Details

CAA Participant Number: (if known)			
Legal Name of Organisation (the certificate will be issued in this name)			
Trading Name(s) (if any)			
Address for Service <i>The Civil Aviation Act, Section 8, requires applicants to provide an address for service in New Zealand (i.e., physical address, not a P.O. Box) and to promptly notify the Director of any changes.</i>		Postal Address (if different from Address for Service)	
Post Code		Post Code	
Telephone		Telephone	
Email		Email	

2. Details for Invoice

Please provide the name of the organisation or applicant and address for the invoice to be sent. If an organisation is being invoiced, you MUST obtain the details AND signature of the person authorising payment.

The invoice is to be sent to:	<input type="checkbox"/> Applicant <input type="checkbox"/> Organisation	
Applicant or Organisation Name:	<input type="text"/>	CAA Participant No: <input type="text"/>
Name of the person authorising payment: (If applicant, N/A)	<input type="text"/>	Purchase Order No: (If applicable) <input type="text"/>
Title/Position within the company:	<input type="text"/>	
Email:	<input type="text"/>	Phone: <input type="text"/>
Postal Address: (For the invoice to be sent to individual or organisation)	<input type="text"/>	
	<input type="text"/>	
	<input type="text"/>	
	<input type="text"/>	
	<input type="text"/>	
Signature: (Of the applicant or person within the organisation authorising payment)	<input type="text"/>	<input type="text"/>

3. Type of Synthetic Training Device for Which this Application is Made

2(1)	Flight Simulator	<input type="checkbox"/>	<i>Definition:</i> A flight simulator, being an apparatus which provides an accurate representation of the flight deck of a particular aircraft type to the extent that the normal environment of flight crew members, the systems, and the performance and the flight characteristics of that type are realistically simulated.
2(2)	Procedure Trainer	<input type="checkbox"/>	<i>Definition:</i> A flight procedure trainer, being an apparatus that provides a representation of aircraft to the extent that realistic flight deck environment, instrument responses, simple systems, and the performance and flight characteristics of aircraft of a particular class or type are simulated.
2(3)	Basic Instrument Trainer	<input type="checkbox"/>	<i>Definition:</i> A basic instrument flight trainer, being an apparatus equipped with appropriate instruments, simulating the flight deck environment of an aircraft in flight instrument flight conditions, in which a pilot may be instructed or tested in basic instrument flight manoeuvres and procedures.

4. Application for Accreditation of a New Synthetic Training Device

(a)	Name of the Authority accrediting the Synthetic Training Device	<input type="text"/>
(b)	Country/State of domicile of the Authority	<input type="text"/>
(c)	Device Operator	<input type="text"/>
(d)	Location of device	<input type="text"/>
(e)	Manufacturer	<input type="text"/>

(f)	Serial number of the device	
(g)	Manufacturer of visual system	
(h)	Type of system	
(i)	Visual database used	
(j)	Aerodromes encompassed	
(k)	Manufacturer of motion system	
(l)	Aeroplane type/model/ variant	
(m)	Engine type	
(n)	Engine instrumentation	
(o)	Flight instrumentation	
(p)	FMS	
(q)	TCAS	
(r)	GPWS	
(s)	EGPWS	
(t)	ETOPS	
(u)	Qualification Level (i.e., JAR) <i>e.g.</i> , ICAO Level II	
(v)	Other	

5. Application for Accreditation of a Modified Synthetic Training Device

(a)	Name of the Authority accrediting the Synthetic Training Device	
(b)	Country/State of Domicile of the Authority	
(c)	Device operator	
(d)	Location of device	
(e)	Manufacturer	
(f)	Serial number of the device	
(g)	Manufacturer of the visual system	
(h)	Type of system	

(i)	Manufacturer of motion system	
(j)	Aeroplane type/model/variant	
(k)	Engine type	
(l)	Engine instrumentation	
(m)	Flight instrumentation	
(n)	FMS	
(o)	TCAS	
(p)	GPWS	
(q)	EGPWS	
(r)	ETOPS	
(s)	Other	
(t)	STD Qualification Level (i.e., JAR) Refer to the Legal Name of the Organisation <i>e.g., ICAO Level II</i>	

6. Application for Approved Uses for a Synthetic Training Device

Pilot Training		Rule Reference
1	<input type="checkbox"/> Experience Requiriements	Parts 121.583; 121.585; 121.587 & 121.589
2	<input type="checkbox"/> Recent flight experience	Part 61.37 & 61.807(a)(1)(ii)
3	<input type="checkbox"/> Training programme	Part 121.553(d)
4	<input type="checkbox"/> Type endorsement	Part 61.53(a)(2)
Pilot Proficiency Assessment		Rule Reference
5	<input type="checkbox"/> Airline Flight Examiner initial and biennial flight test	Parts 61.901(a)(5) & 61.907(a)
6	<input type="checkbox"/> ATPL issue flight test	Part 61.253(6)
7	<input type="checkbox"/> Competency assessment programme	Part 121.603(a); BFR Part 61.39
8	<input type="checkbox"/> D' CAT Instructor rating flight test	Part 61.303(b)(6)
9	<input type="checkbox"/> Extension of aids (ILS)	Part 61.805(b)(4)

10	<input type="checkbox"/>	Flight crew competency checks	Part 121.607
11	<input type="checkbox"/>	Flight instructor competency checks	Part 121.609
12	<input type="checkbox"/>	Instrument rating recency	Parts 61.807(a)(1)(i) & (ii)
13	<input type="checkbox"/>	Type endorsement	Part 61.53(a)(5)

7. Declaration

<p><i>The provision of false information or failure to disclose information relevant to the grant or holding of an aviation document constitutes an offence under Section 49 of the Civil Aviation Act 1990 and is subject, in the case of a body corporate, to a maximum fine of \$50,000.</i></p>	<p>This application is made for and on behalf of the organisation identified in section 1.</p>		
	<p>It is hereby attested that the synthetic training device for which this application is made, meets all of the requirements listed in the Simulator Accreditation Manual for the proposed Qualification Level.</p>		
	<p>I declare that to the best of my knowledge and belief the statements made and the information supplied in this application and the attachments are complete and correct.</p>		
	Full Name		Title
Signature		Date of application	

CAA Office Use Only

Date Received		CAA Work Request Number	
Assessed By (Flight Operations Inspector)		Date	
Database Complete		Certificate Issued	
Schedule of Conditions			